

**Travel & Expense Account
Transmittal Sheet**

After Approval, Mail Receipts To

DEPT OF VETERANS AFFAIRS
PO BOX 942895 ROOM 403
SACRAMENTO, CA 94295-0001



Employee Name	CHAVEZ, ROCKY
Expense Dates	04/07/10-04/18/10
Total Expense Amount	1556.33
Amount Due Employee	1433.38
-Form ID	TEA000633671

DIRECTIONS FOR SUBMISSION

1. *Attach the following receipts, and other appropriate documentation to this Transmittal Sheet.*

	Date	Expense Item	Amount	If not submitted - Explain
1)	04/07	Lodging	92.40	
2)	04/10	Lodging	84.00	
3)	04/14	Parking, Auto	28.00	
4)	04/14	Road Tolls	4.00	
5)	04/14	Road Tolls	4.00	
6)	04/15	Lodging	96.78	
7)	04/16	Lodging	153.48	
8)	04/16	Parking, Auto	26.00	
9)	04/16	Commercial Air Fare	108.70	
10)	04/17	Gasoline	30.82	
11)	04/18	Commercial Air Fare	69.70	
12)	04/18	Taxi Fare	30.00	

2. *Forward Transmittal Sheet and attached documentation through your approval process.*

I have reviewed the following documents.

Approved by: _____

ROGER L BRAUTIGAN

Travel & Expense Account Summary

Employee Name ROCKY CHAVEZ
Expense Dates 04/07/10-04/18/10
Report Name RC's April 2010 Travel

Request Total \$ 1556.33
Direct Charge Total - 122.95
Travel Advances - 0.00
Net Due Employee = 1433.38

Trip Totals		
Trip/Expense Category	Trip Name	Total Amount
Regular Travel	Monterey/S Jose	722.43
Regular Travel	San Francisco	54.00
Regular Travel	Fresno/Modesto	317.00
Regular Travel	Santa Maria	462.90

NOTE: (d)=Direct Charge

DATE	Wed Apr 7	Thu Apr 8								TOTAL
Lunch	10.00									10.00
Dinner	18.00									18.00
Lodging	92.40									92.40
Mileage, Personal Auto		336.50								336.50
Incidentals		6.00								6.00
TOTALS \$	120.40	342.50								462.90

DATE	Fri Apr 9	Sat Apr 10	Sun Apr 11							TOTAL
Dinner	18.00									18.00
Breakfast		6.00	6.00							12.00
Lunch		10.00								10.00
Incidentals		6.00	6.00							12.00
Lodging		84.00								84.00
Mileage, Personal Auto			181.00							181.00
TOTALS \$	18.00	106.00	193.00							317.00

Travel & Expense Account Summary

DATE	Wed Apr 14	Wed Apr 14								TOTAL
Parking, Auto	28.00									28.00
Road Tolls	4.00	4.00								8.00
Dinner	18.00									18.00
TOTALS \$	50.00	4.00								54.00

DATE	Thu Apr 15	Thu Apr 15	Fri Apr 16	Sat Apr 17	Sun Apr 18					TOTAL
Dinner	18.00		18.00							36.00
Lodging	96.78		153.48							250.26
Parking, Auto	10.00	10.00	26.00							46.00
Breakfast			6.00							6.00
Lunch			10.00							10.00
Incidentals			6.00	6.00						12.00
Commercial Air Fare			108.70		69.70					178.40
Gasoline				30.82						30.82
Auto Rental (d)				122.95						122.95
Taxi Fare					30.00					30.00
TOTALS \$	124.78	10.00	328.18	159.77	99.70					722.43

Travel & Expense Account Summary & Detail

Trip/Expense Category	Trip Name	Date	Expense Item	Amount	Payment Type
Regular Travel	Santa Maria	04/07/10	Lunch	10.00	Cash
Regular Travel	Santa Maria	04/07/10	Dinner	18.00	Cash
Regular Travel	Santa Maria	04/07/10	Lodging	92.40	Cash
Regular Travel	Santa Maria	04/08/10	Mileage, Personal Auto	336.50	Cash
Regular Travel	Santa Maria	04/08/10	Incidentals	6.00	Cash
Regular Travel	Fresno/Modes	04/09/10	Dinner	18.00	Cash
Regular Travel	Fresno/Modes	04/10/10	Breakfast	6.00	Cash
Regular Travel	Fresno/Modes	04/10/10	Lunch	10.00	Cash
Regular Travel	Fresno/Modes	04/10/10	Incidentals	6.00	Cash
Regular Travel	Fresno/Modes	04/10/10	Lodging	84.00	Cash
Regular Travel	Fresno/Modes	04/11/10	Breakfast	6.00	Cash
Regular Travel	Fresno/Modes	04/11/10	Mileage, Personal Auto	181.00	Cash
Regular Travel	Fresno/Modes	04/11/10	Incidentals	6.00	Cash
Regular Travel	San Francisco	04/14/10	Parking, Auto	28.00	Cash
Regular Travel	San Francisco	04/14/10	Road Tolls	4.00	Cash
Regular Travel	San Francisco	04/14/10	Road Tolls	4.00	Cash
Regular Travel	San Francisco	04/14/10	Dinner	18.00	Cash
Regular Travel	Monterey/S	04/15/10	Dinner	18.00	Cash
Regular Travel	Monterey/S	04/15/10	Lodging	96.78	Cash
Regular Travel	Monterey/S	04/15/10	Parking, Auto	10.00	Cash
Regular Travel	Monterey/S	04/15/10	Parking, Auto	10.00	Cash
Regular Travel	Monterey/S	04/16/10	Breakfast	6.00	Cash
Regular Travel	Monterey/S	04/16/10	Lunch	10.00	Cash
Regular Travel	Monterey/S	04/16/10	Dinner	18.00	Cash
Regular Travel	Monterey/S	04/16/10	Incidentals	6.00	Cash
Regular Travel	Monterey/S	04/16/10	Lodging	153.48	Cash
Regular Travel	Monterey/S	04/16/10	Parking, Auto	26.00	Cash
Regular Travel	Monterey/S	04/16/10	Commercial Air Fare	108.70	Cash
Regular Travel	Monterey/S	04/17/10	Incidentals	6.00	Cash
Regular Travel	Monterey/S	04/17/10	Gasoline	30.82	Cash
Regular Travel	Monterey/S	04/17/10	Auto Rental	122.95	Direct Charge
Regular Travel	Monterey/S	04/18/10	Commercial Air Fare	69.70	Cash
Regular Travel	Monterey/S	04/18/10	Taxi Fare	30.00	Cash

**Travel & Expense Account
Summary & Detail**

Comments

Subject	Comment
Commercial Air Fare on 04/16/10 for 108.70	Please note that Undersecretary Chavez paid his air fare with his personal VISA card.
Commercial Air Fare on 04/18/10 for 69.70	Please note that Undersecretary Chavez paid his air fare with his personal VISA card.
Gasoline on 04/17/10 for 30.82	Gasoline for rental car.
Parking, Auto on 04/15/10 for 10.00	The receipt for parking at the Veterans Transition Center of Monterey County Advisory Board Dinner and Presentation was misplaced.

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After Approval, Mail Receipts To

DEPT OF VETERANS AFFAIRS
PO BOX 942895 ROOM 403
SACRAMENTO, CA 94295-0001



Employee Name	CHAVEZ, ROCKY
Expense Dates	04/28/10-05/02/10
Total Expense Amount	1068.19
Amount Due Employee	247.50
Form ID	TEA000646828

DIRECTIONS FOR SUBMISSION

1. *Attach the following receipts, and other appropriate documentation to this Transmittal Sheet.*

	Date	Expense Item	Amount	If not submitted - Explain
1)	04/29	Gasoline	22.59	
2)	04/29	Parking, Auto	18.00	
3)	05/02	Gasoline	13.91	
4)	05/02	Taxi Fare	35.00	

2. *Forward Transmittal Sheet and attached documentation through your approval process.*

I have reviewed the following documents.

Approved by: _____

ROGER L BRAUTIGAN

Travel & Expense Account Summary

Employee Name ROCKY CHAVEZ
Expense Dates 04/28/10-05/02/10
Report Name RC's April 10 Travel II

Request Total \$ 1068.19
Direct Charge Total - 820.69
Travel Advances - 0.00
Net Due Employee = 247.50

Trip Totals		
Trip/Expense Category	Trip Name	Total Amount
Regular Travel	Navy League	476.53
Regular Travel	Napa/S CA	591.66

NOTE: (d)=Direct Charge

DATE	Wed Apr 28	Thu Apr 29								TOTAL
Mileage, Personal Auto	100.00	6.00								106.00
Commercial Air Fare (d)	178.70	162.70								341.40
Dinner	18.00	18.00								36.00
Lunch		10.00								10.00
Auto Rental (d)		51.67								51.67
Incidentals		6.00								6.00
Gasoline		22.59								22.59
Parking, Auto		18.00								18.00
TOTALS \$	296.70	294.96								591.66

DATE	Fri Apr 30	Sun May 2								TOTAL
Commercial Air Fare (d)	334.20									334.20
Auto Rental (d)		93.42								93.42
Gasoline		13.91								13.91
Taxi Fare		35.00								35.00
TOTALS \$	334.20	142.33								476.53

<p align="center">Travel & Expense Account Summary & Detail</p>
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Trip/Expense Category	Trip Name	Date	Expense Item	Amount	Payment Type
Regular Travel	Napa/S CA	04/28/10	Mileage, Personal Auto	100.00	Cash
Regular Travel	Napa/S CA	04/28/10	Commercial Air Fare	178.70	Direct Charge
Regular Travel	Napa/S CA	04/28/10	Dinner	18.00	Cash
Regular Travel	Napa/S CA	04/29/10	Lunch	10.00	Cash
Regular Travel	Napa/S CA	04/29/10	Dinner	18.00	Cash
Regular Travel	Napa/S CA	04/29/10	Auto Rental	51.67	Direct Charge
Regular Travel	Napa/S CA	04/29/10	Commercial Air Fare	162.70	Direct Charge
Regular Travel	Napa/S CA	04/29/10	Incidentals	6.00	Cash
Regular Travel	Napa/S CA	04/29/10	Gasoline	22.59	Cash
Regular Travel	Napa/S CA	04/29/10	Parking, Auto	18.00	Cash
Regular Travel	Napa/S CA	04/29/10	Mileage, Personal Auto	6.00	Cash
Regular Travel	Navy League	04/30/10	Commercial Air Fare	334.20	Direct Charge
Regular Travel	Navy League	05/02/10	Auto Rental	93.42	Direct Charge
Regular Travel	Navy League	05/02/10	Gasoline	13.91	Cash
Regular Travel	Navy League	05/02/10	Taxi Fare	35.00	Cash

Travel & Expense Account Summary & Detail

Comments

Subject	Comment
Gasoline on 04/29/10 for 22.59	Gasoline for rental car.
Trip Selection	04/30 Undersecretary Chavez represented CDVA at the Tri-City Council Navy League Dinner at Miramar Officer's Club in San Diego, and the Veterans Association of North County meeting on May 1st.
Gasoline on 05/02/10 for 13.91	Gas for rental car.
Auto Rental on 05/02/10 for 93.42	Undersecretary Chavez finished State Business on Saturday but kept the rental car for an extra day at \$33.46 less expensive to the State than paying him two 84 miles roundtrips to the airport.
Trip Selection	04/28 Undersecretary Chavez attended The Pathway Home Graduation Ceremony in Napa. On 4/29 a meeting in Camp Pendleton, the Women Together Luncheon in San Diego, Saddleback College Veterans Memorial Dedication in Mission Viejo representing the Governor.